

§ 1218.43

with new terms of office beginning on January 1.

[65 FR 43963, July 17, 2000, as amended at 66 FR 37119, July 17, 2001]

§ 1218.43 Vacancies.

(a) In the event that any member of the USACBC ceases to be a member of the category of members from which the member was appointed to the USACBC, such position shall automatically become vacant.

(b) If a member of the USACBC consistently refuses to perform the duties of a member of the USACBC, or if a member of the USACBC engages in acts of dishonesty or willful misconduct, the USACBC may recommend to the Secretary that the member be removed from office. If the Secretary finds the recommendation of the USACBC shows adequate cause, the Secretary shall remove such member from office.

(c) Should any member position become vacant, the alternate of that member shall automatically assume the position of said member. Should the positions of both a member and such member's alternate become vacant, successors for the unexpired terms of such member and alternate shall be appointed in the manner specified in § 1218.40 and § 1218.41, except that said nomination and replacement shall not be required if said unexpired terms are less than six months.

[65 FR 43963, July 17, 2000, as amended at 66 FR 37119, July 17, 2001]

§ 1218.44 Alternate members.

An alternate member of the USACBC, during the absence of the member for whom the person is the alternate, shall act in the place and stead of such member and perform such duties as assigned. In the event of death, removal, resignation, or disqualification of any member, the alternate for that member shall automatically assume the position of said member. In the event that both a producer member of the USACBC and the alternate are unable to attend a meeting, the USACBC may not designate any other alternate to serve in such mem-

7 CFR Ch. XI (1-1-04 Edition)

ber's or alternate's place and stead for such a meeting.

[65 FR 43963, July 17, 2000, as amended at 66 FR 37119, July 17, 2001]

§ 1218.45 Procedure.

(a) At a USACBC meeting, it will be considered a quorum when a minimum of seven members, or their alternates serving in the absence, are present.

(b) At the start of each fiscal period, the USACBC will select a chairperson and vice chairperson who will conduct meetings throughout that period.

(c) All USACBC members and alternates will receive a minimum of 10 days advance notice of all USACBC and committee meetings.

(d) Each member of the USACBC will be entitled to one vote on any matter put to the USACBC, and the motion will carry if supported by one vote more than 50 percent of the total votes represented by the USACBC members present.

(e) It will be considered a quorum at a committee meeting when at least one more than half of those assigned to the committee are present. Alternates may also be assigned to committees as necessary. Committees may also consist of individuals other than USACBC members and such individuals may vote in committee meetings. These committee members shall serve without compensation but shall be reimbursed for reasonable travel expenses, as approved by the USACBC.

(f) In lieu of voting at a properly convened meeting and, when in the opinion of the chairperson of the USACBC such action is considered necessary, the USACBC may take action if supported by one vote more than 50 percent of the members by mail, telephone, electronic mail, facsimile, or any other means of communication, and all telephone votes shall be confirmed promptly in writing. In that event, all members must be notified and provided the opportunity to vote. Any action so taken shall have the same force and effect as though such action had been taken at a properly convened meeting of the USACBC. All votes shall be recorded in USACBC minutes.

(g) There shall be no voting by proxy.